

SAMPLE AI PROMPTS

Our new band is planning our first concert tour. What are all the tasks we need to do?

Summarize these five pages of board meeting notes in ten bullet points, then write a brief email I can use to send the summary to all the board members.

I have an Excel spreadsheet with 15 years of donations we've received, showing donor name, donation date, and amount received. What are some ways we can analyze the data to help us design our next fundraising campaign?

Review our volunteer onboarding checklist and tell me what's missing or what could be improved.

Tell me the most important 20 percent of Dadaism so that I can understand 80 percent of it.

What are the most critical elements my nonprofit should include when writing our AI policy?

Edit our grant proposal so it better emphasizes how we meet the scoring criteria.

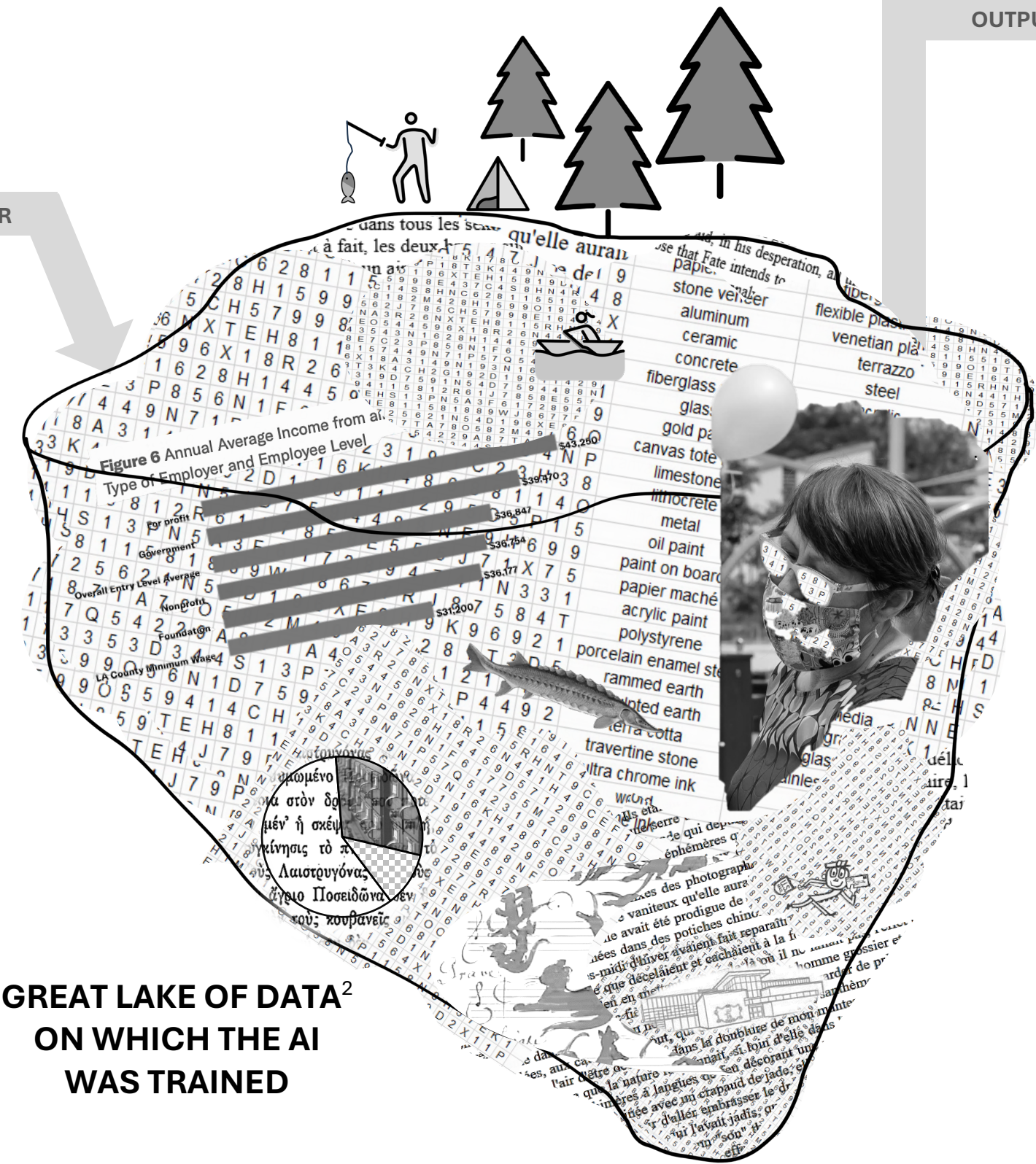
Rewrite this memo in the language and style of Marcel Proust.¹

Our dance troupe wants to hold a community engagement program. What kinds of questions should we ask people who attend, to learn how we can better serve them?

Brainstorm some ideas for fundraising events that would also show off films made by our students.

ENTER

OUTPUT



GREAT LAKE OF DATA²
ON WHICH THE AI
WAS TRAINED

SAMPLE RESPONSE³

Donor Analysis

- Donor segmentation: Group donors by giving level (small, medium, large) to tailor communications appropriately
- Donor retention: Track how many donors give repeatedly year after year
- Donor lifecycle: Analyze how donors evolve from first-time to recurring contributors
- Lapsed donor identification: Find previously active donors who haven't given recently

Temporal Analysis

- Seasonal trends: Identify months or seasons when donations typically increase
- Annual patterns: Compare year-over-year growth to spot long-term trends
- Campaign effectiveness: Measure results of previous fundraising initiatives
- Giving day impact: Evaluate performance during giving events like Giving Tuesday

Financial Analysis

- Average donation size: Track how this changes over time and by donor segment
- Donation frequency: Calculate how often your recurring donors contribute
- Year-over-year growth: Measure your fundraising success rate annually
- Cumulative value: Identify lifetime value of different donor segments

If you'd like, I can provide more specific analysis recommendations based on your particular fundraising goals. Would you prefer to upload your spreadsheet so I can help with more tailored insights?

How can you use this response?
What's useful and what isn't?
What follow-up questions would you prompt the AI to respond to?

¹Nearly all works by Marcel Proust are in the public domain
²IBM defines **data lake** as "a low-cost data storage environment designed to handle massive amounts of raw data in any format, including structured, semi-structured and unstructured data." See [ibm.com/think/topics/data-lake](https://www.ibm.com/think/topics/data-lake)
³Text generated by Claude, response to the Excel prompt above, Anthropic, April 14, 2025, edited for style and content

CONFABULATION

Like any other online source, genAI doesn’t always get the facts right. The danger is that when it doesn’t know the answer to a prompt, it will sometimes make one up, presenting an untrue response with the same confidence as true and correct answers.

This phenomenon is sometimes referred to as “hallucination.”

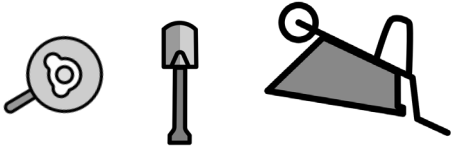
Always double check the answers an AI gives you the same way you would check a Wikipedia entry, a blog, or whatever your best friend says.

(If you’re not fact-checking those sources, it’s time to start.)

Artificial intelligence isn’t magic.

It’s a tool designed and built by humans.

Like a shovel or a spatula, it’s good for doing some things but terrible for others.



Like a pair of tweezers or a risograph printer, it can be used for good or for the opposite.

ALGORITHMIC BIAS

GenAI is built on training data and algorithms created by humans, so it contains human-driven limitations. For example, because people of color are often under-represented in clinical trials, recommendations for medical treatments that an AI provides may be more effective for white people than people of color.

To judge the validity and reliability of any AI response, you need to know limitations in the field. It might help to prompt the AI to identify any biases that could make its response inaccurate, but the AI output can only report biases already known to the humans whose materials trained it.

INSINCERE CLEVERNESS

WHAT IS CREATIVITY
IN THE ALGORITHMIC AGE?

by Bronwyn Mauldin



lacountyarts.org/learning/arts-datathon

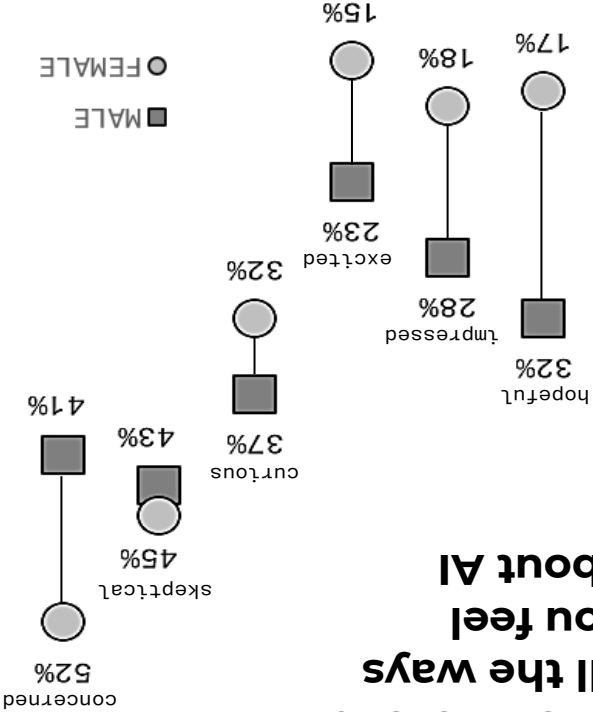
DATA INSECURITY

Read the end user licensing agreement (EULA) for any AI platform carefully. Unless it states otherwise, assume that anything you enter or upload to the platform will become part of its training data and could become public in the case of a data breach.

Never enter or upload spreadsheets, text, audio, or images that contain personally identifiable information (PII) about people or organizations.

If it shouldn’t be posted on the internet, then it shouldn’t be entered or uploaded to an AI.

This zine is for
all the ways
you feel
about AI



National survey conducted by YouGov.com, March 5-7, 2025:
Which of the following describes how you feel about advances in artificial intelligence (AI)?

PLAGIARISM

The lakes of data used to train AI platforms are made up of text, images, structured data, and sounds created by people, much of it scraped from the internet. Very often, those files were compiled without asking permission from the content creators. As a result, any AI response to your prompt could be partially or entirely plagiarized.

To find out if your work has been used without your permission to train an AI, start by checking

- HavelBeenTrained.com
- The Atlantic’s databases from *LibGen* and *Book3*

To determine whether to use
generative AI for a particular task
or whether to use it at all
it will help you to know four types
of problems you might encounter

One great way to learn how genAI
works is to prompt it to tell you how
to do something you already know
how to do.

- What does it get right?
- What does it get wrong?
- How does it help you think
about an old task in a new way?